



**The Corporation of the County of Northumberland
Corporate Support Committee
Minutes**

**November 5, 2024, 2:00 p.m.
Council Chambers
555 Courthouse Road, Cobourg, ON K9A 5J6
Hybrid Meeting (In-Person and Virtual)**

Members Present: Chair Robert Crate
Warden Brian Ostrander

Members Regrets: Councillor Scott Jibb

Council Members Present (non-voting): Councillor Mandy Martin (*attended virtually*)

1. Notices

1.a Accessible Format

If you require this information in an alternate format, please contact the Accessibility Coordinator at accessibility@northumberland.ca or 1-800-354-7050 ext. 2327.

1.b Meeting Format

This Committee Meeting was held using a hybrid meeting model. The public were invited to attend in-person in Council Chambers, view the meeting via the live stream, or join online or by phone using Zoom Conference Technology.

2. Call to Order

Chair Robert Crate called the meeting to order at 2:01 p.m.

2.a Territorial Land Acknowledgement

3. Approval of the Agenda

Committee Resolution 2024-11-05-786

Moved by Warden Brian Ostrander

Seconded by Chair Robert Crate

"**That** the agenda for the November 5, 2024 Corporate Support Committee be approved."

Carried

4. Disclosures of Interest

£ No disclosures

5. Delegations

N/A

6. Business Arising from Last Meeting

N/A

7. Communications

7.a Correspondence, Tay Valley Township 'Public Sector Salary Disclosure'

Committee Resolution 2024-11-05-787

Moved by Warden Brian Ostrander

Seconded by Chair Robert Crate

"**That** the Corporate Support Committee receive the correspondence from the Township of Tay Valley regarding 'Public Sector Salary Disclosure' for information, noting that County Council previously considered and supported correspondence regarding this subject matter at the October 16, 2024 County Council meeting; and

Further That the Committee recommend that County Council receive the correspondence for information."

Carried

8. Staff Reports

8.a Corporate Services - Quarter 3, 2024 Financial Analysis

Jennifer Heslinga, Accounting Services Manager / Deputy Treasurer

8.b Legal Services - Quarter 3, 2024 Financial Analysis

Jennifer Heslinga, Accounting Services Manager / Deputy Treasurer

8.c Communications - Quarter 3, 2024 Financial Analysis

Jennifer Heslinga, Accounting Services Manager / Deputy Treasurer

8.d Information Technology - Quarter 3, 2024 Financial Analysis

Jennifer Heslinga, Accounting Services Manager / Deputy Treasurer

Committee Resolution 2024-11-05-788

Moved by Warden Brian Ostrander

Seconded by Chair Robert Crate

"**That** the Corporate Support Committee receive the Quarter 3, 2024 Financial Analyses of the Corporate Services, Legal Services, Communications, and Information Technology Departments for information; and

Further That the Committee recommend that County Council receive the Quarter 3, 2024 Financial Analyses for information."

Carried

8.e Communications, 'Communications Department Quarter 3 Update' - Presentation

Kate Campbell, Director Communications and Information Technology

Committee Resolution 2024-11-05-789

Moved by Warden Brian Ostrander

Seconded by Chair Robert Crate

"**That** the Corporate Support Committee receive the presentation regarding the 'Communications Department Quarter 3 Update' for information; and

Further That the Committee recommend that County Council receive the PowerPoint presentation for information."

Carried

8.f Corporate Services, Natural Heritage 2024 Activity Update - Presentation

Todd Farrell, Natural Heritage Manager

Committee Resolution 2024-11-05-790

Moved by Warden Brian Ostrander

Seconded by Chair Robert Crate

"**That** the Corporate Support Committee receive the 'Natural Heritage 2024 Activity Update' for information; and

Further That the Committee recommend that County Council receive the PowerPoint presentation for information."

Carried

8.g Report 2024-146, Corporate Services 'Adoption of Northumberland County's Emergency Management Plan 2024'

Colleen McCabe, Health, Safety, Emergency Risk Manager

Committee Resolution 2024-11-05-791

Moved by Warden Brian Ostrander

Seconded by Chair Robert Crate

"**That** the Corporate Support Committee, having considered Report 2024-146 'Adoption of Northumberland County's Emergency Management Plan 2024', recommend that County Council adopt the 'Northumberland County Emergency Management Plan 2024'; and

Further That the Committee recommend that County Council enact a by-law at the November 20, 2024 County Council meeting being a by-law to Formulate the 2024 Emergency Management Program and Plan."

Carried

8.h Report 2024-147, Corporate Services 'Council Procedural By-law Updates re Petition Requirements and Re-adoption of Multi-Year Budget'

Maddison Mather, Manager Legislative Services / Clerk

Committee Resolution 2024-11-05-792

Moved by Warden Brian Ostrander

Seconded by Chair Robert Crate

“That the Corporate Support Committee, having considered Report 2024-147 ‘Council Procedural By-law Updates re: Petition Requirements and Re-adoption of Multi-Year Budget’, recommend that County Council approve the ‘Petitions to County Council Policy’; and

Further That the Committee recommend that County Council enact the revised Council Procedural By-law at the November 20, 2024 County Council meeting in order to update petition requirements and the multi-year budget readoption process.”

Carried

8.i Report 2024-148, Corporate Services '2025 Draft Calendar- Standing Committees and Council Meetings'

Maddison Mather, Manager Legislative Services / Clerk

Committee Resolution 2024-11-05-793

Moved by Warden Brian Ostrander

Seconded by Chair Robert Crate

“That the Corporate Support Committee receive Report 2024-148 ‘2025 Meeting Schedule - County Council and Standing Committee Meetings’ for information, noting that the 2025 Meeting Schedule will be brought forward to the December 18, 2024 County Council meeting for Council’s approval; and

Further That the Committee recommend that County Council identify this item for separate discussion at the November 20, 2024 County Council meeting; and

Further That the Committee recommend that County Council receive this report for information.”

Carried

9. Other Matters Considered by Committee

9.a Proclamations

Committee Resolution 2024-11-05-794

Moved by Warden Brian Ostrander

Seconded by Chair Robert Crate

"**That** the Corporate Support Committee recommend that County Council proclaim the following list of proclamations at the November 20, 2024 County Council meeting:

- £ International Day of Persons with Disabilities - December 3, 2024;
and
- £ International Day for the Elimination of Violence Against Women 16 Days of Activism Against Gender Based Violence - November 25, 2024 to December 10, 2024."

Carried

9.b Northumberland Accessibility Advisory Committee - Meeting Minutes

Committee Resolution 2024-11-05-795

Moved by Warden Brian Ostrander

Seconded by Chair Robert Crate

"**That** the Corporate Support Committee receive the minutes from the September 12, 2024 meeting of the Northumberland Accessibility Advisory Committee for information; and

Further That the Committee recommend that County Council receive the minutes for information."

Carried

10. Media Questions

11. Closed Session

N/A

12. Motion to Rise and Results from Closed Session

N/A

13. Next Meeting - Tuesday, December 3, 2024 at 2:00 p.m.

14. Adjournment

- £ The meeting adjourned at 2:49 p.m.